

# MA Handbook, English

## Statement of Student Responsibilities

It is the responsibility of each graduate student enrolled in the Department of English, Speech, and Foreign Languages to be familiar with information in this handbook, the Graduate Catalog, and Graduate School guidelines, such as the Guide to Thesis and Dissertation Preparation.

For questions related to departmental graduate student guidelines, see the department chair or graduate advisor. In the event that the program handbook is inconsistent with the Graduate Catalog, the Graduate Catalog takes precedence.

For questions related to TWU graduate student guidelines, visit the Graduate School Web site (<http://www.twu.edu/gradschool/>), or contact the office of the Dean of the Graduate School.

## Important Forms

In most instances, students should obtain official forms for any aspect of graduate study from the Graduate School's website. Some program specific forms are available only through the department (as, for example, the application to schedule your cumulative examinations.) These are available as hard copy in the hallway of our CFO 9 offices, or through your advisor.

Graduate School Forms	<a href="http://www.twu.edu/gradschool/forms">http://www.twu.edu/gradschool/forms</a>
Grad Council Policy Manual	<a href="https://www.twu.edu/gradschool/graduate-council/graduate-council-policy-manual/">https://www.twu.edu/gradschool/graduate-council/graduate-council-policy-manual/</a>
Guide to Thesis and Dissertation Preparation	<a href="https://www.twu.edu/media/documents/graduate-school/Guide-to-thesis-dissertation-preparation.pdf">https://www.twu.edu/media/documents/graduate-school/Guide-to-thesis-dissertation-preparation.pdf</a>
ESFL Homepage	<a href="http://www.twu.edu/english-speech-foreign-languages/">http://www.twu.edu/english-speech-foreign-languages/</a>



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This handbook is developed from the following sources:

ESFL MA Handbook (1995, 2009, 2017); ESFL PhD Handbook (October 2015, October 2012, 1 March 2009, September 2017); Graduate Policy Handbook; Draft of ESFL Graduate Student Handbook (2001); TWU Guide for Theses and Dissertations; TWU Graduate Catalog (2008-2010; 2015-2016; 2016-2017, 2017-2018, 2018-2019)

The effective date for this handbook is August 2018.



# Admission Requirements and Policies

Please note: The department reviews applications for admission to the MA program on a rolling basis. Candidates are strongly encouraged to submit the complete application package, and all supplemental materials, 30 days before registration for the session to which admission is sought.

- Bachelor's degree from a recognized college, regarded as standard by a regional or general accrediting agency, or an equivalent degree from a foreign university or college.
- Official Transcript showing a B/ 3.0 average on all upper-division and graduate work taken previously. Exceptions: Applications reflecting less than a B average will be considered upon special recommendation of departmental graduate faculty to the Dean of the Graduate School.
- For unconditional admission, sufficient and satisfactory undergraduate preparation in the major field. Additional preparation may be required by provisional admission.
- U.S. citizenship or appropriate immigration forms. See the guidelines from the Office of International Education (<http://www.twu.edu/international-education/>).
- Three letters of recommendation, preferably from those who have worked with the applicant in an academic setting, if possible.
- An academic writing sample (eight to ten pages in length), which shows scholarly research and documentation skills. Candidates are strongly encouraged to contact the MA Program Coordinator to learn more.
- Timely filing of appropriate application forms from the Director of Admissions and Registration, the Dean of Graduate Studies, or the Department of English, Speech, and Foreign Languages. The completed application, supplementary documents, and official transcript from each college attended should be returned to the Graduate School 30 days before obtaining registration for the session to which admission is sought.
- Departmental recommendation for admission to degree study, stated as either unconditional or provisional.

## Admission Status

The student will receive from the Graduate School a statement specifying either UNCONDITIONAL or PROVISIONAL admission to the doctoral program. Upon notification of admission, the applicant should confer with the Chair of the Department of English, Speech, and Foreign Languages or the Graduate Advisor, preferably by interview, or, if necessary, by correspondence, in order to become acquainted with specific departmental regulations.

### Unconditional Admission

Each application that meets the minimum requirements of the Graduate School will be evaluated by members of the department and by the Dean of the Graduate School. For Unconditional Admission no prerequisites are necessary and no special qualifications must be met during or prior to graduate study. The department has admission requirements that must be met for unconditional admission.

### Provisional Admission

Applicants not qualifying for full admission may be granted provisional admission status. A student admitted to TWU with less than a 3.0 average is regularly given Provisional Admission, conditioned upon maintenance of a 3.0 average during the first twelve hours of graduate study. Once the conditions for full admission have been met, the student should petition the Graduate School through the department for advancement to Unconditional Admission. Failure to meet conditions of admission results in the student's removal from a degree program.

Provisional status may include a leveling plan consisting of undergraduate and/or graduate level English courses as determined by the department. Provisional status must be removed by the completion of four graduate courses (twelve credit hours) including nine credit hours in the student's major area, with a minimum grade point average of 3.00. A course with a grade of C or below will not count toward degree requirements (but it will affect the GPA). Undergraduate credits will not count towards the graduate degree. Failure to remove provisional admission status after completing twelve graduate hours will result in suspension for six years from further graduate study in a degree program.

With departmental approval, an applicant's academic record may be supplemented by additional evidence, such as work experience, suggesting the ability to succeed in advanced coursework.

Requirements for advancement from provisional to unconditional admission status are clearly stated on the departmental recommendation, with a time recommended for completion of the requirements. As soon as a student has satisfied the requirements, the advisor notifies the Graduate School and requests a "Change of Status" for the student. Upon admission the student may confer with the Department Graduate Advisor for assistance until a continuing advisor is chosen.

### Denial of Admission

Denial may occur if the applicant does not meet the minimum requirements for admission, or if there is limited room in the program.



Change of Admission Status

"Change of Status" is stamped on a copy of the admission letter. Copies are sent to the student and the department. When a student has met all requirements specified for a provisional admission, the advisor sends a memo to the Dean of the Graduate School requesting that the student be advanced to Unconditional Admission. A student may not be admitted to candidacy for a degree prior to Unconditional Admission. Note: As soon as prerequisites are met, the student must notify the advisor or the chair of the department to petition the Dean of the Graduate School for a change of status.

Transfer Credits

There is no automatic transfer of graduate credit, but the student’s advisory committee has the prerogative to recommend to the Dean of the Graduate School the acceptance of transferable semester credit hours. Only six hours may be transferred.

A student may apply for consideration of transfer of semester credit hours after satisfactorily completing a minimum of nine semester credit hours of graduate credit at Texas Woman’s University and upon filing the degree plan.

Only graduate coursework completed at regionally accredited institutions may be considered for transfer.

Only graduate courses in which a grade of B or better has been earned are acceptable for transfer. No credit toward a graduate degree may be obtained by correspondence and no credit toward a graduate degree may be obtained by extension work from another institution.

Courses taken at other universities under the aegis of the Federation of North Texas Universities are considered resident credits.

Programs of Study

Candidates for the Master of Arts degree in English may work toward the comprehensive perspective of the generalist or may design a concentration through their selection of courses. The student's MA program and research project are developed on an individual basis by the candidate and her or his faculty advisory committee.

Degree Plan Options

- Thesis Option: 30-hour program (24 hours coursework, minimum of 6 hours for thesis)
  - Professional Paper Option: 36-hour program (30-33 hours coursework, minimum of 3 hours for professional paper)
  - Coursework Only Option: 36-hour program (36 hours coursework)
- For the thesis option, students take a two-hour oral examination which covers course work and thesis.
- For non-thesis options, students complete a three-hour written examination over course work.

Final Examinations

Required Courses (for students entering before Fall 2018)

Core Courses

All MA students (thesis, professional paper, or coursework only) are required to take the following courses:

- ENG 5103 (Introduction to Graduate Studies in English)
- ENG 5083 (Bibliography and Research. Methods)

Research Tools

MA students are required to complete one research tool, equivalent to a minimum of 6 credit hours at the graduate level, or 12 hours at the undergraduate level.

Choose one of the following options.

- 6 credit hours of graduate or 12 hours of undergraduate courses in the same foreign language or equivalency examination, (Consult the department for information on equivalency examination.)
- 6 credit hours of graduate-level American Sign Language or equivalency examination. (Consult the department for information on equivalency examination.)
- 6 credit hours of graduate-level library science (Library Science classes include only those concerning collections, information retrieval, and other research courses)
- 6 credit hours of graduate-level computer science
- 6 credit hours of graduate-level English courses from the list below:
  - ENG 5083: Bibliography and Research Methods
  - ENG 5283: Literary Criticism
  - ENG 5343: Rhetoric and Composition: Theory and Practice
  - ENG 5363: Studies in Linguistics
  - ENG 6083: Research Methods in Rhetoric and Composition
  - ENG 6313: Rhetorical Criticism and Discourse Analysis
  - ENG 6323: Studies in Feminist Rhetoric
  - ENG 6343: Major Rhetorical Theories



Courses listed above may be repeated when the specific topic of investigation varies.

Students may also choose 1-2 research courses taught in other disciplines, such as information retrieval, ethnography, or statistics, as approved by the advisory committee and department chair.

Students are advised to select research tools which complement their desired professional focus.

Students must receive a "B" or better in all research tools. English and non-English courses may count toward the required hours of the degree, at the discretion of the advisory committee and department chair. Undergraduate courses taken as research tools may not be used in the hours that count toward the graduate degree.

# Required Courses (for students entering in/after Fall 2018)

## Core Courses

All MA students (thesis, professional paper, or coursework only) on either track are required to take the following courses:

- Theory course (ENG 5283, 6283 or 6343)
- Introduction to Graduate studies (ENG 5103; must be taken in the first semester offered.
- Bibliography (ENG 5083)\*\*

## Literature Concentration\*

- 3 hours British Literature before 1760 (ENG 5103)
- 3 hours British Literature after 1760 (ENG 5413)
- 3 hours American literature (ENG 5263; 5173 [depending on topic])
- 3 hours Diverse Perspectives (ENG 5273, 5173 [depending on topic], ENG 5593 or 5703)
- 3 hours in Writing and Rhetoric (ENG 5343, 5353, 6203, 6213, 6223, 6323, 6063, 6343, 6403). NB: 5343 is required for GTAs

### PLUS:

- 6 + thesis hours
- OR 9 hours additional electives for professional paper option + professional paper hours
- OR 12 hours additional electives for course work only option

## Writing & Rhetoric Concentration\*

- 6 hours Composition Theory ENG 5343 and ENG 5353; NB: 5343 is required for GTAs
- 3 hours in Rhetoric (ENG 6403, 6203, 6213, 6223, 6323, 6343)
- 3 hours writing focused course (ENG 6083 or 5903, 6903, 6403 [depending on topic])
- 3 hours in Literature (ENG 5113, 5173, 5263, 5273, 5403, 5413, 5593, or 5703)

### PLUS:

- 6 + thesis hours
- OR 9 hours additional electives for professional paper option + professional paper hours
- OR 12 hours additional electives for course work only option

Requests for course substitutions should be made at the time the degree plan is completed. Students must write a paragraph-length justification for the substitution and submit it with the committee’s support (evidenced by signatures) to the Graduate Studies Committee. Otherwise, deadlines for written requests for substitutions are November 1 for Fall semester and April 1 for Spring and Summer terms.

\* Course substitutions, particularly for ENG 5903/6903, may be made with the support of the advisory committee.  
\*\* These two courses fulfill Research Tool Requirements for the Graduate School.NB:No course may meet more than one departmental requirement.



## The Institutional Review Board

Texas Woman's University recognizes the need for investigations in which human beings may serve as research subjects. The university acknowledges and accepts its responsibilities for ensuring that the privacy, safety, health, and welfare of such subjects are adequately protected and operates under a Federal-wide Project Assurance (#FWA00000178). The university has thus established an Institutional Review Board (IRB) for each site (Denton, Dallas, and Houston) to review and approve the adequacy of human subject protection. The IRB is composed of faculty and staff from a variety of disciplines, as well as community members.



# Advisory Committee

When a student is accepted into the graduate program, the student is assigned a temporary advisor for assistance with registration until the student selects a permanent advisor. Early in the program (upon completing approximately eighteen hours), the student will select an advisor who will assist in developing a degree plan. Subsequent changes in the degree plan must be approved by the advisory committee and filed with the Graduate School.

Faculty with full graduate faculty status may chair a student's advisory committee. The list of graduate faculty can be found at <https://www.twu.edu/gradschool/graduate-faculty/>. Only faculty members whose major faculty appointment (half time or more) is in the Department of English, Speech, and Foreign Languages qualify to serve as chairs of MA advisory committees.

The MA advisory committee consists of not fewer than two voting members of the graduate faculty from the student's degree program. When a student presents a minor, a faculty member from the minor department must serve on the advisory committee. See the Graduate School's web site for graduate faculty status and the departmental web site for areas of expertise.

Associate Graduate Faculty serve on advisory and research committees, but do not chair advisory committees or direct professional papers or theses except with the recommendation of the department chair and the approval of the Dean of the Graduate School. For the current list of faculty with full graduate faculty status, see the website listed above in the previous paragraph.

When the advisor and student agree on the composition of the advisory committee, the student formally asks each faculty member to serve. After all members have agreed to serve, the student completes the Request for Appointment of Graduate Committee form, and submits it to the department chair. If, after asking a professor to serve on the committee, a student wishes to change the membership of his/her committee, the member being replaced should be notified (via email or unperson) by the student as a matter of professional courtesy.

## Responsibilities of the Advisory Committee

The advisory committee guides and evaluates the student's program and progress, and ensures that the student maintains an acceptable standard of scholarship. This committee shall have authority to review the student's course work and to evaluate it through written and/or oral examinations with respect to the student's program. The advisory committee chair coordinates the formation of an advisory committee, supervises the preparation of the degree plan, and chairs any necessary meetings.

The chair of the MA student's committee has primary responsibility for supervising the student's completion of the thesis or professional paper. The student's work may be read by committee members by chapter, or in its entirety once completed. A minimum of 10 working days is required for review of chapters by the chair and the committee members. In either case, the student should allow for a minimum of two weeks for members to read the thesis/paper. Generally, the thesis or professional paper should be read by the committee members after it has been accepted by the committee chair. Students should consult the Graduate School for deadlines set for graduation application and thesis/professional paper submission, when planning the completion of their writing and final examinations.

## Degree Plan Approval Process

Only the form from the Graduate School or its website will be accepted (<https://www.twu.edu/gradschool/forms/>).

The student should schedule a meeting of the advisory committee for the purpose of formalizing the degree program. All committee members must approve the master's degree plan. The committee chair should complete and submit the official Graduate School form (Master's Degree Plan) to the Department Chair for approval. The Chair will forward the approved program to the Dean of the Graduate School. Original signatures by the advisor, any committee members, and component heads are required.

Exact course numbers and titles must be listed. Transfer hours must have been earned for graduate credit at an accredited institution, and an official copy of a transcript reflecting the work must be filed in the Registrar's office.

No work with a grade of less than "C" may be applied toward the degree.

Transfer credit is limited to the following: up to 6 semester hours in a program of 30-38 credit hours; a minimum of 30 semester hours must be listed for a program that requires a thesis, or 36 hours for non-thesis options.

Courses more than six years old at the time of graduation cannot count toward the degree unless a waiver is requested, and granted, in writing, approved by the department and the Dean of the Graduate School.

A minor field requires a minimum of 6 hours of coursework in that field, at least half of which must be completed at TWU. The maximum allowance for a minor is nine hours. A minor may be earned only in a field in which TWU offers a graduate degree. After the committee has conferred and approved the student's degree program, the completed form should be submitted to the department chair for approval. The chair will forward the approved program to the Dean of the Graduate School.



Degree Plan Modification

There are many reasons why a student may need to change their proposed plan of study. When necessary, it is the student's responsibility to update the degree plan by completing a Change in Degree Program form. The Change in Degree Program request should be submitted to the student's advisor for approval. If the modifications being requested are substantive, the advisor will discuss the request with all committee members before approving the change. The student's advisor will then forward the request to the department chair and Dean of the Graduate School.

Changes in Advisory Committees

If necessary for any reason, changes in committee membership can be made. A request for a change may be initiated by the student, a committee member, or the chair of the committee and approved by the department chair. On occasion, a faculty member may be unavailable because of academic, medical, or personal leave. Some faculty members are not available over the summer sessions. Changes in committee membership occur when the faculty member is on leave. Students must be prepared to make adjustments. Out of academic courtesy, the committee chair should inform all parties concerned. Requests for changes should be made in writing with the "Request for Appointment of Graduate Committee" form, which is on the 9th floor of the Classrooms and Faculty Offices (CFO) building.

Preparation of Thesis or Professional Paper

The Prospectus

The first step in this process is the completion of a prospectus, which must be approved before the student begins the research procedure.

The prospectus includes the tentative title, purpose, and rationale for the study, as well as a statement of the investigation, proposed procedure, an introduction, a statement of purpose (problem, questions, hypothesis), a selected review of the literature, and a description of the student's research method and procedures. If human subjects are involved, the student must complete and submit the required IRB application and review process ahead of time.

After the research committee chair approves of the prospectus, and at least ten days before meeting with the research committee, the student gives each member a copy of the prospectus. The research committee meets to discuss and approve a prospectus. To indicate approval, each committee member signs the Prospectus form which the committee chair forwards to the department chair.

The prospectus must be filed along with the Prospectus Cover Page, IRB approval letter, written approval letters from external agencies where data will be collected, and evidence that both the student and major advisor have completed all required modules of the Responsible Conduct in Research (RCR) Training in accordance with TWU policy 5.11.

The approved prospectus for a thesis, including the required paperwork and committee signatures, is forwarded to the Dean of the Graduate School; however, the prospectus for a professional paper is filed in the department office and need not be filed with the Graduate Office.

Style and Documentation

More details concerning the preparation of the professional paper, thesis, or dissertation may be found in the Graduate School publication Guide to the Preparation and Processing of Dissertation, Theses, and Professional Papers, which can be purchased in the TWU Bookstore, and found online at the Graduate School website.

These research projects should follow MLA guidelines (or APA guidelines, for linguistics) in questions or concerns regarding the mechanics of writing, the preparation of manuscripts, documentation, bibliography, abbreviations, and reference works.

Expectations for Theses and Professional Papers

- The research topic or problem is clearly stated and well conceptualized.
- The work is well organized and follows a logical exploration of the topic.
- The argument of the work does not include contradictions and presents depth of understanding of the research topic.
- Research is comprehensive and current as evident in bibliography and endnotes which demonstrate a broad range (past to present) of scholarship related to the topic. The subject is placed in the context of current criticism, mentioning significant articles and books related to the study at hand.
- The writer provides definitions of key terms and descriptions of specific theories.
- The significance and contribution to scholarship of the work are stated and supported.
- The student demonstrates significant analytical skills as evident by original analysis, and presents supporting evidence for conclusions.
- Writing is error-free, clear and readable in syntax, and mature in style.



<b>The Professional Paper</b>	A professional paper is a study of approximately 30-45 pages in length which could be submitted to a journal for publication or offered for presentation at an organizational meeting. It follows high standards of scholarship.
<b>Enrollment for Advising</b>	<p>To secure credit for work done on the professional paper, students electing the non-thesis option enroll in ENG 5973 (Professional Paper) for no more than three hours credit in one semester while writing the professional paper, re-enrolling until the writing is completed.</p> <p>The thesis student must register for ENG 5983 (in the first term) or 5993 (in all subsequent terms) each semester during which she or he is receiving aid or criticism through conferences or correspondence with faculty members.</p>
<b>Grades for Theses &amp; Professional Paper Preparation</b>	The grade of PR is assigned to indicate progress on a professional paper or thesis. A student writing a thesis is given CR (Credit) for the first enrollment and PR (Progress) for all subsequent enrollments until the last enrollment. At that time CR is given again. A student writing a professional paper is assigned the grade of PR for all enrollments until the final enrollment, at which time the grade of CR is given.

# Submission of Research and Graduation

<b>Deadlines</b>	Application for graduation is normally completed at the beginning of the semester of graduation or earlier. The university deadline for filing a thesis or professional paper is approximately one month prior to graduation. (Please consult the Graduate School for specific dates.) Therefore, no later than the beginning of the semester in which a student wishes to graduate, students should obtain a packet of information from the Graduate School. This packet includes deadlines for submitting a thesis or professional paper and for completing other paperwork required for graduation. Students are advised to check the Calendar of Deadlines published by the Graduate School.
<b>Submitting a Thesis and Abstract</b>	The approved thesis and abstract must be delivered electronically to the Graduate School no later than the filing date specified by the Graduate School. Students should refer to the Graduate School website for complete information on submission of the thesis and other necessary forms for graduation ( <a href="http://www.twu.edu/gradschool/degree-completion/">http://www.twu.edu/gradschool/degree-completion/</a> ).
<b>Submitting a Professional Paper</b>	Two copies of the approved professional paper, together with one copy of the abstract, must be delivered to the Department Chair no later than the filing date specified by the Graduate School. The title page is submitted to the Graduate School with a completed "Certificate of Final Examination," obtainable through the Graduate School forms page.
<b>Final Examinations</b>	<p>Thesis option: Students completing a thesis participate in a two-hour oral examination covering the thesis as well as course work.</p> <p>Non-thesis option: Students electing the "course work only" or the professional paper options complete a three-hours written examination of the major and minor (if applicable) fields. The student is to bring nothing (e.g., food, music, backpacks, cell phones) into the examination room, and the examination room will not have internet or telephone access. The proctor will provide other necessary materials.</p> <p>Each section of the examination will be graded as "pass" or "fail" by individual committee members.</p> <p>Following the successful completion of examinations, the research committee signs and the committee chair submits the form, Certification of Final Examination. In the event of failure to complete the comprehensive examination successfully, the student may have one additional attempt. In the case of a second failure, the student may not continue in the program.</p>
<b>Graduation Policies</b>	Graduate students must be enrolled in the university during the semester in which they graduate unless all requirements of the Graduate School are met prior to the first day of registration of the ensuing semester. If a student fails to meet the deadline for graduation established by the Graduate School in a given semester but completes all requirements by the close of that semester, the Dean of the Graduate School will write a letter to that effect to the student's employer. The letter serves as evidence of degree completion.
<b>Assessment Documents</b>	Once students successfully complete final exams and submit their research, they should submit via email to the department chair a pdf of their professional paper, one chapter of their thesis, or one long paper. This writing sample should be chosen in consultation with their major advisor. The paper is used for program assessment. All names are removed prior to assessment to protect students' privacy.



# Scholarships and Assistantships

## Scholarships

The department offers a number of scholarships for graduate students. The application system is accessible from all TWU webpages. Applications generally become available in October, and they remain available until early March. Awards are announced in April. Some scholarships require an essay for a writing sample. See the department office for applications. See the Financial Aid office for other scholarships. Students holding a scholarship need to check with the Financial Aid Office to see whether they are required to be enrolled full-time (9 hours), since some scholarships have different enrollment requirements.

## Departmental Graduate Assistantships

Graduate Assistantships may be available to qualified applicants on a competitive basis. Assistantships provide a stipend as well as valuable experience in teaching and/or writing center instruction. The assistantship means working the equivalent of .50 FTE (6 work units or 20 contact hours a week) for the university, and includes partial health insurance as part of the compensation.

Responsibilities may include the following: 1) teaching two classes (usually composition); 2) tutoring ten to twenty hours per week in the writing center; 3) assisting full-time faculty with their classes ten to twenty hours per week, 4) supporting administrative functions in the department for ten to twenty hours per week, or 5) some combination of the above. For more information see the Graduate School's website at <https://www.twu.edu/gradschool/graduate-assistants/>

## Requirements for Graduate Assistantships

- Admission to Graduate School.
- Good academic standing at TWU.
- Proficiency in English as described in the Graduate Catalog and as mandated by the Higher Education Coordinating Board.
- Registration in Graduate School in accordance with Texas academic regulations on residency. If the assistant is employed at least one-half time (.50) in an assistant position, the student registers at the same rate as a Texas resident without regard to the length of time the assistant has resided in Texas.
- Registration for a minimum of six graduate hours or the appropriate number of hours according to the Graduate Catalog. A GA or GTA in his or her last semester of coursework who has met all other graduation requirements and those students writing the dissertation may enroll for only three hours per semester.
- Preferably, teaching experience in the specialty area. GTAs must have completed a minimum of 18 credit hours in the specified discipline to be appointed as an instructor of record.
- A student who is employed full-time in any position cannot be appointed as a full-time graduate teaching assistant. A student who holds a full-time position may hold a graduate research assistantship.
- A student is not permitted to hold a graduate assistantship at TWU concurrently with an assistantship at any other college or university or with a student assistantship at TWU.
- A student who is employed full-time in any position cannot be appointed as a full-time graduate assistant.

## Maximum Term of Assistantships

The master's level maximum number of years is three.

The doctoral level maximum number of years is six.

The combined master's degree and doctoral degrees maximum number of years is eight.

Exceptions to these limitations as recommended by the department chair must have the approval of the Dean of the Graduate School. More information regarding assistantships can be obtained from the Graduate School.

## Application Process, Review, and Renewal of Assistantships

Applications for assistantships are available in the main departmental office, or online at the Graduate School's website. The completed application and supporting documents, including official transcripts, verification of graduate status, and letters of reference, must be filed with the chair of department and reviewed by the chair of the department, the Graduate Advisor, and the Director of the Freshman English Program.

Assistantships may require a personal interview. Applications are reviewed and accepted through April 1. Decisions regarding appointment of assistantships are usually made by April 15. In rare instances, summer assistantships may be available.

Assistantships are not automatically renewed. Applicants are required to reapply for their positions each year. Reappointment to an assistantship is contingent upon prior performance, departmental teaching needs, and available funds.

## Assistantship Remuneration

Stipends for Graduate Teaching Assistants are set by the university at two levels: Level 1 (master's level) and Level 2 (doctoral level). Stipends are subject to change annually. Students should request current stipend information from the departmental office or from the Graduate School.



# Current Graduate Faculty and Research Interests



**Dr. Ashley Bender (abender@twu.edu)**

Literature of the long eighteenth century, especially drama; Shakespeare in the eighteenth century; sex and gender in the eighteenth century; textual studies; service learning in the composition classroom



**Dr. Phyllis Bridges (pbridges@twu.edu)**

Shakespeare, Milton, Folklore, American Literature



**Dr. Matthew Brown (mbrown39@twu.edu)**

Old and Middle English, Chaucer, History of the English Language



**Dr. Gretchen Busl (gbusl@twu.edu)**

World Literature, Adaptation, Translation, Multilingualism, Graduate Student Writing



**Dr. Vivian Casper (vcasper@twu.edu)**

Drama (especially modern), British Literature, Short Fiction



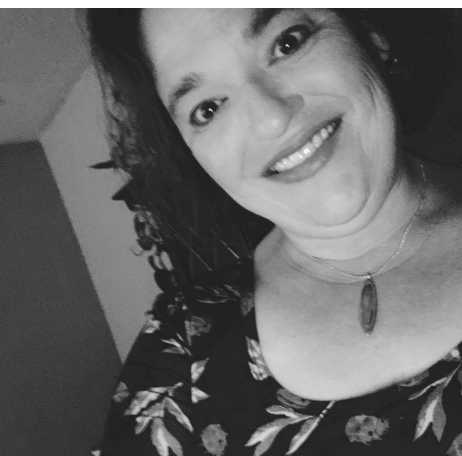
**Dr. Brian Fehler (bfehler@twu.edu)**

History of rhetoric; rhetorical theory; rhetoric and religion; U.S. oratorical culture



**Dr. Russell Greer (rgreer@twu.edu)**

19th and 20th-Century British Literature and Rhetoric  
(*Modified Retirement*)



**Dr. Dundee Lackey (dlackey@twu.edu)**

Digital/Cultural/Community Literacies and Rhetorics, Multimodality, Composition Pedagogy, Research Methods



**Dr. Guy Litton (alitton@twu.edu)**

19th-Century American Literature, Emerson, Composition and Rhetoric



**Dr. Gray Scott (gscott1@twu.edu)**

Composition/Rhetoric, Pedagogy, Statistical Analysis of Texts (including Authorship Attribution), Collaboration, Renaissance, Science Fiction



**Dr. Stephen Souris (ssouris@twu.edu)**

Post-1865 American literature (especially fiction, poetry, the multiple narrator novel, and multicultural literature); modern literary/narrative theory (including Bakhtin).



**Dr. Lou Thompson (lthompson2@twu.edu)**

Rhetoric, Film & Visual Rhetoric, Disability Studies, British Romanticism  
(*Modified Retirement*)



**Dr. Genevieve West, Chair (gwest@twu.edu)**

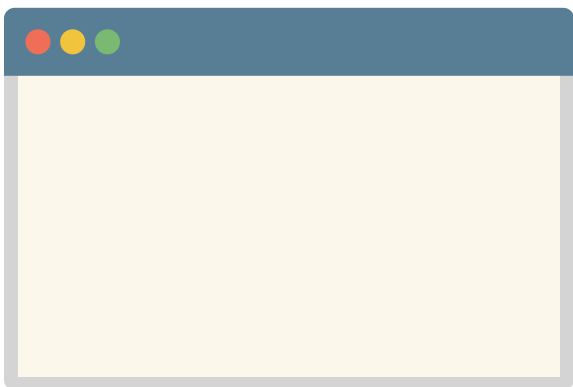
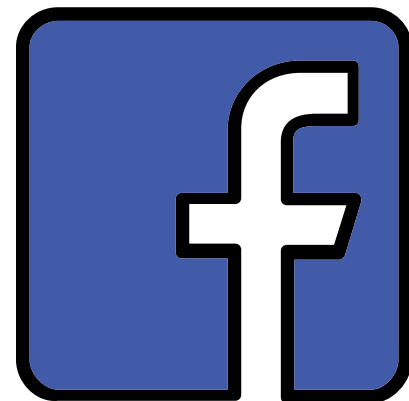
American and African American Literature, Harlem Renaissance, Zora Neal Hurston, Reception Studies



# Notes, Quotes, and Ideas:



*Be sure to bookmark the ES7L homepage (and follow us on Facebook) for more resources!*



## Guidelines for Publication Agreement Between Faculty and Students

The student is considered an independent researcher and the sole author of the dissertation and any publications coming from it. Exceptions should be designated by a written agreement signed by student and faculty member.

